

INFORMATION PAPER

DAJA-AL
21 August 2014

SUBJECT: Policy on Army Nontactical Vehicle (NTV) Transportation to and from Commercial or Military Terminals

1. Purpose. To clarify Army policy regarding when an NTV may be used for transportation to and from commercial or military terminals. This information paper is not a substitute for obtaining legal advice from a servicing judge advocate.

2. Discussion.

a. A recent revision to AR 58-1, *Management, Acquisition, and Use of Motor Vehicles*, effective 12 July 2014, has resulted in confusion regarding when an NTV may be used for transportation to and from commercial or military air terminals.

b. IAW AR 58-1, paragraph 2-3i, an NTV may be used for trips to and from commercial or military terminals only when at least one of the following conditions is met:

(1) Used to transport official non-DOD visitors invited to participate in DOD activities, provided that this use does not impede other primary mission activities;

(2) Used by individuals authorized domicile-to-duty transportation, for example, Secretary of the Army or the Chief of Staff, Army;

(3) Necessary because of emergency situations or to meet security requirements;

(4) Terminals are located in areas where other means of transportation are not available or cannot meet mission requirements in a responsive manner;

(5) Authorized in the Pentagon Area (formerly referred to as the National Capital Region) by Department of Defense Administrative Instruction (AI) Number 109.

c. The determination regarding whether NTV transportation is necessary because of emergency situations or to meet security requirements, as well as the determination regarding whether other means of transportation are available and can meet mission requirements in a timely manner, must be made locally based on local conditions, and it should be documented.

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(1) Examples of situations in which the use of an NTV may be necessary due to an emergency situation could include, but are not limited to, natural disasters; enemy attacks; and urgent national security matters requiring immediate transportation to preserve life or limb, or to prevent serious injury to people, property, or national security.

(2) Examples of situations in which the use of an NTV may be necessary to meet security requirements could include, but are not limited to, transporting military prisoners or government issued weapons; the movement of personnel in high threat environments or under increased force protection conditions; and the need to engage in classified discussions or utilize secure communications equipment during movement to or from the terminal.

(3) Factors that may be considered when determining whether other means of transportation are available and can meet mission requirements in a responsive manner could include, but are not limited to, the flexibility (or inflexibility) of the traveler's schedule; the number of travelers; the need to conduct official business in private; the need to transport excess baggage or equipment; the ability of locally available means of transportation to access the installation and/or terminal in a timely manner; the ability of locally available means transportation to transport the traveler in a timely manner; the overall reliability of locally available means of transportation; the distance between the traveler's place of duty and the "pick-up" and/or "drop off" locations for locally available means of transportation (e.g., the distance to the closest bus stop or authorized taxicab pick-up location); and the number and types of other means of transportation the traveler would be required to use to travel to or from the terminal (e.g., a POV to the bus stop, followed by one or more busses), along with any associated delays.

d. NTV transportation may not be provided when the justification is based solely on reasons of rank, position, prestige, or personal convenience.

e. Travelers may not be required to use their privately owned vehicle for transportation to and from commercial or military terminals for official travel, even on a reimbursable basis.

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